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ACADEMIC STANDARDS COMMITTEE

November 11, 2011
4:00 p.m. – 5:00 p.m.
Champ Hall Conference Room

Minutes

Call to Order - Richard Mueller

Approval of Minutes - N/A

Business - For all of the following policies:

- Additions are in green text.
- Deletions are in ~~red~~ text.

Registration Requirement – APPROVED. Motion carried by John Mortensen; seconded by Stacey Hills.

After the first week of classes, all students attending classes **must** be registered. Students will not be allowed to register for classes after the published deadline found in the semester *Registration Calendar*. ~~Students are officially registered when all tuition and fees have been paid in full.~~ Failure to pay tuition and fees by the published fee payment deadline may result in courses being voided (see *Registration Purge*), late fees being assessed, and a registration hold being placed on a student's record. Students are responsible for dropping courses for which they do not wish to receive a grade.

No-test Days – APPROVED. Motion carried by John Mortensen; seconded by Eddy Berry. A five-day period designated as No-test Days precedes the five days of final examinations which are normally scheduled at the close of fall and spring ~~each academic~~ semesters. During No-test Days, no major examinations, including final examinations, will be given in order that students may concentrate on classwork, the completion of special assignments, writing projects, and other preparation for duly scheduled final examinations. Approved exceptions include: final papers; weekly chapter quizzes; and quizzes, projects or examinations associated with a lab that does not meet during final examinations; ~~and final examinations for broadcast courses.~~

Auditing Classes – APPROVED. Motion carried by John Mortensen; seconded by Stacey Hills.

Admitted students who wish to audit a class must register as auditors. Auditing is dependent on space, resource availability, and instructor approval. No credit or grade points will be granted. The regular tuition and course fees will be assessed. At no future time may students request or receive credit for the audited course by any other means than by officially registering for the course and doing the required work. Audit requests, approved by the instructor, must be submitted to the Registrar's Office and tuition and fees must be paid before class attendance is permitted. Students are not permitted to register as auditors during Early Registration.

Students who are registered for a class and would like to change to an audit registration may do so *only* up through the *Adding Classes* deadline, which also coincides with the *Last Day to Drop without Notation on Transcript*. Students who drop after this period must receive a *W* (withdrawal) grade and may not register as an auditor.

House Bill 60 (1977) permits Utah residents 62 years of age or older to audit regular university classes offered during the day or offered through Regional Campuses and Distance Education. However, space in many university classes is limited. Classes which are full at the time of an audit request ~~are not available~~ may not be audited. Credit seeking, full-tuition paying students shall have first priority in the registration process. A flat fee of \$10 per semester, **plus any course fees or special fees that may be attached to classes** is charged for House Bill 60 registration. HB 60 audit registration is not available until the first day of classes, only if space is available.

F and UF Grades – TABLED until next month. Need to have discussion with Steve Sharp in Financial Aid. Steve will be invited to next month's meeting. This policy will not be in effect until summer.

Two grading options are available for instructors when posting grades for students who are to receive an *F* grade for a course. Students who attended or participated in a course at least one time will be given the traditional *F* grade, and the instructor is responsible for reporting the last day of attendance or participation. The grade of *UF* (Unofficial Withdrawal) is given when a student's name appears on a final grade report, but there is no record of attendance or other evidence of participation in the course. The *UF* grade is treated as an *F* grade in calculating grade point averages.

Awarding an Associate's Degree after a Bachelor's Degree has already been awarded – TABLED until next month. John Mortensen will come back with more information/clarification.

Academic Standards Committee will continue to meet on the second Friday of each month from 4:00 – 5:00 pm.

Meeting adjourned at: 4:40 pm.

Next Meeting

Friday, December 9, 2011 Champ Hall Conference Room
4:00 pm